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IDENTIFIERS *Uniforms

ABSTRACT

The guide, first in a series of committee reports relating to school band performance, organization, and equipment needs, describes successful practices in ordering band uniforms. Compiled in response to numerous requests for assistance by band directors who need advice on how to order new uniforms, the guide suggests the best time during the school year to place an order with a manufacturer, when and how to seek the assistance of local clothiers, and how to assess uniform needs. The report presents a sample invitation to bid on supplying uniforms; a description of general requirements to be met by uniform manufacturers such as approval samples and quality of work; a sample bid form; a description of materials to be used in coat and trousers, shako, convertors, tie, gloves, and spats; and a detailed listing of manufacturing specifications regarding materials, linings, pockets, inner construction, braids, collars, suspender buttons, belt loops, leg stripes, heel guards, fly closings, and waist band curtains. The final specification is a sample contract outlining a manufacturer's guarantee that all uniforms delivered under the contract will meet all specifications, fit correctly, and be made from the material prescribed. (Author/DB)

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AMERICAN SCHOOL BAND DIRECTORS' ASSOCIATION

Dale Harper, President

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RESEARCH COMMITTEE REPORTS

FOR THE

16th ANNUAL CONVENTION

MIAMI, FLORIDA

November 30 - December 3, 1968

General Chairman of Research

Alvin E. Bohms - Fraser, Michigan

SP 011 034

REPORT OF THE A. S. B. D. A. UNIFORM RESEARCH COMMITTEE

1967 - 1968

MEMBERS OF THE COMMITTEE:

Walter Lake - Minnesota, Chairman
Homer Anderson - Texas
Earl Colgan - Minnesota
John Couture - Minnesota
Bardwell Donaldson - Florida
Arlington Kahley - Pennsylvania
Robert Lampi - Florida
Sidney McKay - Mississippi
Charles Smith - Indiana

REPORT OF THE A. S. B. D. A. UNIFORM RESEARCH COMMITTEE 1967-1968

First of all, we wish to state that the form of "Invitation to Bid" is only a sample and is intended to present a somewhat organized form of what has been used for the purpose of ordering or preparing to order uniforms. We realize that any other order would use modifications of this form since you would want to include other specifications and, therefore, would want to include other statements that would cover other uniform styles and materials. This is only intended to provide a "Sample" of something that has been used recently.

Some members of the committee suggest that a clause should be included to cover a case where there has been failure to deliver the order on time. We include a clause or two that would cover such a desire on the part of the school that has had the unpleasant experience of a company not delivering on time and therefore, may or may not be deserving of a penalty clause. "It is understood that a penalty of_____Dollars per day beyond the agreed upon delivery date shall be paid by the manufacturer in cash, or in deduction from the cost of the uniform order until the date the order is delivered." "It is further understood that all costs of shipping over normal transportation costs (such as the use of air freight to comply with the agreed upon delivery date) shall be the responsibility of the manufacturing company." "This agreement upon delivery shall be waived in the event of delays caused by national peril strikes in the firm doing the manufacturing and Acts of God." "This waiver shall not be in effect if:

1. "Delay is caused by strikes in industries producing raw materials".
2. "Delay is caused by strikes of common carriers".
3. "Delay is caused by strikes in the manufacture(s) plants that has been settled by Federal mediation 3 months prior to delivery date agreed upon by the District and the manufacturers.

"The above sections are to be in force not withstanding any other policies, statements, agreements in writing or implied by action of the District or the company or by any legal agent of the Company."

As chairman, I have not had the above experience or need for such stipulation, either because I have had the fortune of dealing with companies that have been able to deliver on time, or, I have just been lucky! However, this may be informative to those directors who are in the process of planning to submit "Invitations to Bid", or those who have not been in the program of ordering uniforms up to this time. We feel that Band Directors who organize well (early enough) may avoid such difficulties if they order uniforms during the January to July months and give the manufacturer (if he does most of his own work) at least 90 days to deliver the order. We found that by ordering by

January 1, an order was delivered by March 1, that was not required to be delivered until August 1.

We feel that the director must decide quite definitely what he wants before proceeding to prepare the "Invitation to Bid". He must decide the style of uniform he wants and the materials best covering that style for the part of the country in which he resides. Sometimes he has at hand the type of community consultants that are most valuable in making a wise decision. Again, this may develop into a real problem. In some communities, there is need to work through a local clothier and, although the uniforms may cost somewhat more, this may be a protection by professional advice as to what the best workmanship and material is for that particular community.

There is a distinct advantage to having professional assistance to inspect the sample uniform when it is received. Careful inspection should follow receipt of the sample uniform in order that the manufacturer may be checked on fulfillment of specifications listed in the "Invitation to Bid", or there is little point of having "specs" at all. If there is a place in your area where you can check a uniform against the "specs", this will be very helpful. An experienced clothier might be most helpful at this time. Later, upon receipt of the entire shipment, a careful inspection of the order may be advisable if there is any doubt on the part of the director. However, we only want to bring this matter to the attention of the director so that he may take action if he so desires.

It is hoped that this report and sample may be of assistance to the Band Director who is in need of new uniforms. We have been told on many recent occasions that the above would have been of great assistance to directors in past years.

INVITATION TO BID

Date_____

The Senior High School of Fridley Independent School District No. 14, will purchase a total of 95 uniforms of the style, material and color specified and invites your written bid.

Bids will be received up to 10:00 a.m., _____.
(current date)

The school reserves the right to accept any bid meeting specifications regardless of price. The school also reserves the right to accept any portion of the bid, waive irregularities in bidding and to proceed in any manner considered in its best interest.

In submitting your bid please specify the number of days required to supply a sample uniform and the time required for delivery of the complete order after we have approved the sample.

In setting forth these specifications it is the intention of the school to offer equal opportunity to all bidders. Styles referred to by number and company name are for descriptive purposes only and are not restrictive. The school feels that standard styles, materials, linings and sundry items are equally available to all reputable manufacturers. Any bidder desiring to use a material contrary to the specifications must specify this substitution in their bid and submit satisfactory proof of its quality.

Bidder must furnish itemized quotations showing the cost of each item, the total price per uniform and the total price of the entire order. Any allowance or cash discount for payment within a certain period after delivery shall be indicated on the bid otherwise it will be presumed that payment is to be made on the basis of net 30 days.

Fridley School District #14
Marie Schilling, Clerk
Board of Education

Mail sealed bid to:

Director of Business Affairs
600 West Moore Lake Drive
Fridley, Minn. 55421

Mail samples to:

Mr. Walter Lake
6000 West Moore Lake Drive
Fridley, Minn. 55421

SECTION I

GENERAL REQUIREMENTS

Samples: Your bid, to be considered, must be accompanied by samples of exact materials you propose to furnish together with a finished sample uniform to show general styling, fit and workmanship. Any stock sample will suffice.

The School reserves the right to inspect the workmanship of the sample and in particular its inner construction, and for this purpose will open the lining if necessary.

APPROVAL SAMPLE: The successful bidder will, when notified of award of contract, make up and submit for final approval one complete sample uniform in the exact style, material, color and trim combination decided upon. This sample will be promptly examined by the school and you will be immediately notified of:

a. its acceptability, or
b. changes required.

After this final approval, and not before, you are to proceed with the main order. This sample may be retained by the school, and with specifications, becomes a basis for judging the quality and material of the main order. Failure of the order to meet specifications or to prove not equal quality as the sample shall release the Board from any or all obligation to contract manufacturer, his agent, or his dealers, and shall enable the Board to place the order with whom they please without obligation or restriction as to the manner of purchasing.

QUALITY OF WORK: To avoid any controversy regarding a standard for the quality of work and manufacturing procedure, the Board has adopted Army Quartermaster specifications. Any uniform supplied under this bid must meet U.S. Army Quartermaster specifications #Mil-C-13990 in the coat and #Mil-T-13982 in the trousers. With the exceptions noted below, this applies to general construction, type of stitching, sewing threads, findings, etc. These exceptions are:

Coat may be made in a No. 2 grade quality rather than No. 4, eliminating handmade top collars, hand felled shoulder seams and the sleeve hem. However, the following operations must be included:

Collar - hand-shaped top and bottom interlined with bias collar canvas blind felled to under collar - 8 rows of felling in under collar - machine-felled outer edge and under collar to body of coat.

SECTION I - (Continued)

Lapels, Edges and Fronts - hand shaped and trimmed - lapel and bridle felled with 6/8 rows of blind stitching - canvas trimmed and tape, blind stitched on inner edge-edges pressed open, basted, and stitched.

Facing - edge must be blind stitched to the canvas (not held by buttons).

Armhole - armhole must be open construction, i.e., shoulder and sleeve head pad together with body lining and canvas all basted by hand or machine to armhole of coat. After this operation, the sleeve lining is to be handfelled with close silk stitches to the armhole with proper distribution of fullness.

Cutting: Each uniform shall be cut by hand to fit the measurements of the student for whom it is intended. Cutting must be done by patterns, especially designed for the style, sex and size of the student. Generous outlets shall be left in the back, side and sleeve inseam together with pant waist, crotch seam and bottom. An additional piece to be added to crotch that is removable and washable (fastened by snaps).

Measurements: Measurements shall be taken by the manufacturer's representative. Uniforms shall be numbered in such a way they are keyed to height and weight measurements in correct body proportions. Uniforms shall be designed so there is due allowance for normal growth planned for in advance. Shoulders shall fit correctly even if the boy or girl shall make a reasonable amount of growth.

Identification: Each part of the uniform, (cap, coat, trousers, belt, suspenders, etc.) shall be identified by a large (1"x2") permanently displayed number and size record. This number is to be placed on the inside of the cap - inside the lower left coat front and in the trouser waist band. All numbers and size records shall wear and be permanent for the life of the garment. In addition to the identification number, the coat and trousers shall contain information as to sex, height and weight of the individual, and measurements for whom the uniform is tailored.

Permanent Size Record Book: The manufacturer shall furnish the Band Director a record book containing a complete size history of each uniform together with its identifying number. This record shall be bound - of a permanent nature - have space for remarks and additional sizing information.

Packing: Uniforms shall be packed in wardrobe containers with each uniform on a separate sturdy wishbone hanger in such a way that they will be ready for immediate use; i.e., no pressing or cleaning will be necessary on the school's part before the uniforms are used.

SECTION I - (Continued)

Note: The order of 95 uniforms will include 92 uniforms for regular bandsmen, 1 drum major uniform for a boy and 1 for a girl. The final uniform will be for the director. Specifications will be decided upon these three uniforms at a later date. We are open to suggestions in form of color charts for each of these listed above.

SECTION II BID FORM

To: Fridley School District No. 14
Director of Business Affairs
6000 West Moore Lake Drive
Fridley, Minnesota 55421
Attention: Mr. James Hedren

Gentlemen:

The bidder certifies he has familiarized himself with your specifications, has carefully read Sections II, III and IV and understands its contents. Any uniforms furnished by us will be in the style and quality requested.

Quantity	Item	Unit Price	Extended Price
_____	Shakos	_____	_____
_____	Coats	_____	_____
_____	Trousers	_____	_____
_____	Convertors	_____	_____
_____	Shoulder Cords	_____	_____
_____	Belts	_____	_____
_____	Suspenders	_____	_____
_____	Spats (White)	_____	_____
_____	Ties (Continental Style)	_____	_____
_____	Shirts (White)	_____	_____
_____	Gloves (White)	_____	_____
_____	Reinforcement attachment to crotch of trousers	_____	_____

Terms:
If awarded the contract, the undersigned agrees to ship a sample uniform within _____ days and to ship the entire work within ___ calendar days after approval of sample and receipt of necessary details, changes and measurements.

SIGNED _____ TITLE _____
COMPANY _____ BUSINESS TELEPHONE _____
ADDRESS _____ DATE _____

*Select only those items listed above which are incorporated into your uniform. If accessory uniforms are included in the total order, list them separately.

SECTION III

MATERIALS

(In uniforms for Fridley High School Band, Fridley, Minn.)

Coat and Trousers: Customer's choice of Raeford's Lot 7702 or 7744 whipcord, color, black; material to be examined, mothproofed and preshrunk before cutting. If it is possible, the material should be made as stain resistant as possible.

Shako: To be made by J. W. Bayly & Sons, Inc., their Style X Grenadier body, either 8" white or black (we want to see samples of both), synthetic hair cover one-piece molded plastic body; one-piece molded plastic visor; plastic Sunburst decoration with 2 tassels appropriate to whichever color is selected, tassels to be hung from a metal colored button. Each shako individually boxed.

Coat: A one-button single breasted Tuxedo cut semi-fitted with slim line shawl collar of same material. One gilt metal button on the front, two small buttons on each sleeve; one welted breast pocket for handkerchief. Full-lined one inside lining pocket. Tailoring in accord with attached specifications.

Convertor: Waist length in front and coat length in back. Convertor must be contoured, tailored to fit natural body lines of boys and girls. The fronts must be interlined as well as lined and the sides darted. Front, made from Stillwater Lot 351, or comparable grade. Shade 337 Golden Yellow all wool whipcord, trimmed down each side with a 2" panel of metallic silver fabric having a divider of narrow black braid. In center of front a fancy letter "F", height approximately 8", same to be embroidered in Black with an edge of silver metallic thread. Back, to be of same gold cloth as the front with turn back tails below the waist, lined with same silver metallic fabric. Each side will be trimmed with a 3/4" stripe of black wool whipcord edge with one row of silver metallic soutache. Down the center of the back (perpendicular) the name "Fridley" in 2" silk embroidered letters, black edged with silver metallic thread. Since we are not final in our thoughts in variety of color on the convertor, we are still open to suggestions for changes in final uniforms.

Convertor to be cut full shoulder width, tapering to the waist, fastened on the left shoulder with metal snaps concealed by shoulder straps of same black material as the uniform, edged with silver metallic soutache; standing collar of black edged with silver to match the shoulder straps; collar must be interlined and fitted with a removable liner of white washable fabric.

Two shoulder cords. Army box pattern continuous style, white rayon cording, fastened to the shoulder straps with concealed loops.

SECTION III - (Continued)

Trousers: Made with adjustable waist and trimmed down each side with a narrow 1/2" braid stripe, Rices' Article 3172/2, Shade 0107 Gold center with white edges (or equal). Two hip pockets only; belt loops and suspender buttons, tapered legs, heel guards. Tailoring in accord with attached specifications.

Tie: Made of black barathes, continental style.

Gloves: White washable cotton lisle; pull-on style.

Spats: Made of white vinyl impregnated on a canvas base; adjustable snap side fasteners.

White shirts are to be used with this uniform in concert work - we are open to suggestions as to type of shirt that should be used and that will work with this uniform - especially for the girls. Please make suggestions and quote if you so desire.

Uniform coats will be made in a range of stock sizes for boys and girls in regulars, longs, shorts, etc. Trousers to be cut to waist, seat and length. Special measure sizes for students that cannot be fitted in stock sizes. All sizes to be obtained by the manufacturer after measuring the entire Fridley Band. Uniforms must be shipped in a sturdy wardrobe container, each uniform on its own "wishbone: shaped hanger. This hanger must be of substantial quality suitable for years of future service. Each uniform to be clearly identified as to sex and size.

Uniforms for one girl and one boy drum major and the director are to be in this order but the design plan is to be determined later. (We are open for suggestions.)

SECTION IV

DETAILED MANUFACTURING SPECIFICATIONS

Materials - The basic uniform material to be Raeford's 7702 and 7744 with weight not less than 12 and 14 oz. respectively. Material to be pre-shrunk and meet all U.S. shrinking specifications. Before cutting, cloth should be mothproofed by an accepted and approved moth resistant finish and carry a five year written guarantee by the laboratory providing this protection. It should also be stain resistant. The material shall be of standard quality and color that may later be duplicated.

Linings - Coats to be full-lined throughout body and sleeves with a 120 count perspiration proof men's quality rayon lining guaranteed for the life of the uniform. Sleeve lining to be of same high quality.

Pockets - Other pockets to be as specified under general specification. Inner pockets shall consist of one upper right breast properly piped and made of cotton selesia.

Inner Construction - Coat shall have fronts innerlined with a fine quality Hymo coat front, reinforced and properly padded by approved methods. These fronts shall be tailored to fit the individual coat in style, sex and size.

Quality of Construction - All workmanship must be in a grade designated as No. 2. In general construction, sewing threads, stitches per inch and trimmings together with general sewing procedure as laid down by the Army Quartermaster for the manufacture of men's clothing. No substitute for the above will be considered as our committee is not interested in cheaply made machine constructed armholes, sleeve linings, etc. If you cannot bid on a Grade 2 quality coat, we ask that you not submit a quotation.

Braids - All braiding, unless otherwise specified, shall be Rice quality or equal.

Buttons - Buttons on coat to be of Waterbury or equal quality, dome shaped or flat, in gilt or nickel finish. All utility buttons must be hand sewn and secured to another button on the inside of the lining. Ornamental buttons to be countersunk and secured inside with toggle.

Buttonholes - Buttonholes to be constructed on a Reece or Singer buttonhole machine, by the cut first or cut after process. Ends of buttonholes must be securely bartacked and sealed against raveling.

Sweat Shields - Sweat shields to be of wool cloth, rayon piped and securely fastened by hand or machine to be inside position of the armhole.

SECTION IV - (Continued)

Collar Construction

Open collar coats to be made in accordance with Army Quartermaster specifications. This includes blind stitching of canvas to under collar with a minimum of 6 rows of stitching - hand shaping and notching of both under and top collars to insure proper fullness and blind stitching of collar edge to insure a thin elastic seam so coat will hug to wearer's neck. Under collar must be closely felled to body of coat.

Standing collars must be of the semi-adjustable type made of heavy woven buckram, all properly reinforced- collar must be lined for long wear with preshrunk Cramerton Army twill and finished in front with heavy metal hooks anchored with heavy tape - removable snap-in washable liner.

Coat Sleeves - Coat sleeves shall be of design specified by the Army Quartermaster for the construction of officer's clothing. Patterns must provide an easy action armhole giving complete freedom of arm movement without causing the coat to pull or bind and permitting a smooth fit along the back and shoulder at all times. Sleeves shall have at least 2" turn up at bottom of cuff with like amount in the lining.

Pressing - Coats must be carefully underpressed as work progressed and the fronts shaped under pressure on contour forms. Upon completion of each garment, it must be carefully off-pressed and inspected for any defects.

Trousers - Regular band style made with 2 pockets and trimmed down the leg as specified.

Waist band curtain to be of durable cotton "Iron Cloth" for maximum wear and innerlined with woven buckram.

Belt loops - 7 standard belt loops, bartacked at top and bottom for added strength.

Suspender buttons - 6 suspender buttons blind attached so the thread will not show on the outside of the pant - to be composition "ivory".

Fly closing - To be of Talon solid brass zipper or equal quality - safety lock slide - blind button fastener at top.

Outlets - There will be generous outlets in back of waist, the seat, the crotch inseam and bottom.

Bottoms - to be plain with a minimum of 3" turn up.

SECTION IV - (Continued)

Heel Guards securely fastened but easy to move when trouser length is altered.

Leg Stripe - To be style and quality described, running full length of the pants including turn up at bottom so that trousers may be lengthened or shortened without patching.

Shako Construction - Full plastic shako is to be built around a one-piece molded plastic body, guaranteed not to break or crack. Sides of Shako to be covered with synthetic fur material, permanently cemented to body. Side bands and top to be of plastic material. Sweat band is to be constructed from stretch plastic material and made adjustable for 3 sizes. The sweat band will be sewn to the body of the shako so that there will be no stitches to cut into the forehead. Visor to be of heat molded, crack proof solid plastic.

Guarantee - The manufacturer shall guarantee all uniforms delivered under the contract to meet all specifications, to fit correctly and to be made from the material prescribed.